

1 AN ORDINANCE relating to establishing Rules and Order
2 of Business.

3 The County Council, pursuant to Charter Section 220.40,
4 does hereby ordain and establish the Rules and Order of Business
5 attached hereto and made a part hereof as the Rules of the County
6 Council of King County, Washington.

7 ORDINANCE NO. 1 and NO. 11 are hereby repealed.

8
9 PASSED this 27th day of October, 1969.

10
11 KING COUNTY COUNCIL
12 KING COUNTY, WASHINGTON

13 John T. O'Brien
14 Chairman

15
16 ATTESTED:

17 Ralph R. Stender
18 Clerk of the Council
19

20
21 APPROVED this _____ day of _____, 1969.

22
23 DEEMED ENACTED WITHOUT
COUNTY EXECUTIVE'S SIGNATURE.

24 DATED: November 6, 1969
King County Executive

25
26
27 EH/JH:cj

28
29 ORDINANCE READINGS

30 1st 10-14-69
31 2nd 10-20-69
32 3rd 10-27-69
Effective Date _____

1 RULE NO. 1: The Council shall elect a Chairman and Vice
2 Chairman for a term of one(1) year, to begin the second Monday of
3 January, at which time the Council will reconstitute itself. In
4 the event the Vice Chairman is incapacitated from acting as Chair-
5 man, in his absence, a temporary Chairman shall be chosen to act
6 during such absence or incapacity only.

7 RULE NO. 2: Five members shall constitute a quorum of the
8 County Council. Unless otherwise specified by the Charter a vote
9 of the majority of those present will be necessary for the conduct
10 of Council business. Five members shall be authorized to call the
11 Council, may compel the attendance of absent members, or may ad-
12 journ from day to day, or until the time for the next regular meet-
13 ing.

14 RULE NO. 3: Questions shall be directly put in this form,
15 to wit: "all those in favor of (as the question may be,) say
16 'Aye', "and after the affirmative is expressed, those opposed say
17 'No'". If the Chairman doubt, or a division is called for, the
18 Council shall divide.

19 RULE NO. 4: The Chairman shall have the general direction
20 and supervision of the Council Chamber, and the employees and
21 property of the Council. In case of disturbance or disorderly
22 conduct in public areas adjacent to the Council Chambers, the pre-
23 siding officer shall have the power to order the same to be clear-
24 ed.

25 RULE NO. 5: STANDING COMMITTEES - As established, with
26 Chairman, Vice Chairman and the membership appointed by the Chair-
27 man of the Council with consent of a majority of members thereof,
28 with meeting dates and times being determined by individual com-
29 mittee chairman, and duly publicized, shall be as follows:

30 1. FINANCE - FIVE members

31 To consider and make recommendations on all matters and
32 legislation of a financial nature, including appropriations, sal-

aries and expenditures; levy taxes, investigate and report on all financial claims filed against the county; and to examine requests for changes in assessments and taxes.

2. CITIZENS' HEALTH AND SAFETY - FIVE members

To consider and make recommendations on all matters relating to health, welfare, police and fire protection, air and water pollution, and civil defense.

3. PUBLIC WORKS AND TRANSPORTATION - FIVE members

To consider and make recommendations on all matters pertaining to the construction and maintenance of the county road system and other transportation facilities. The committee shall also be responsible for matters pertaining to other county construction, garbage disposal, public works, and utilities.

4. ENVIRONMENTAL PLANNING - FIVE members

To consider and make recommendations on all matters pertaining to comprehensive plans, urban renewal, and zoning within the county, and redistricting of the County Council as described in the County Charter.

To consider and make recommendations on all matters concerning building permits, building codes, and other technical codes and regulations.

To make recommendations pertaining to county parks and other recreational facilities and programs and should consider and make recommendations for public open space and related public community services.

5. OPERATIONS AND JUDICIARY - FIVE members

To consider and make recommendations on matters relating to salaries, wages, and working conditions of county employees.

To investigate and report upon the efficiency of all county departments and the operation development thereof.

To oversee and receive reports from the Office of Citizens' Complaints and the County Auditor.

To consider and make recommendations on all matters relating to county records and elections.

To consider and make recommendations relating to amendment of the County Charter.

6. INTER-GOVERNMENTAL RELATIONS - FIVE members

To consider and make recommendations on all matters of joint interest between the County and Federal Government, State of Washington, cities and municipalities within the county, other counties, and other governmental agencies.

RULE NO. 6: No committee shall meet during the sittings of the Council without special leave, and all writs, warrants and subpoenas, issued by order of the Council, shall be under the hand of the Chairman and attested by the Clerk, except as otherwise provided by the County Charter.

RULE NO. 7: Business shall be disposed of in the following order:

Roll Call

Approval of Minutes

Communications from County Officials and Petitions

Introduction of Bills and First Reading

Report of Standing Committees and Second Reading of Bills

Resolutions for Referral

Adoption of Resolutions

Third Reading of Bills

Unfinished Business

Other Business

RULE NO. 8: Upon a division and a count of the Council on any question, no member without the bar shall be counted.

Every member who shall be within the bar of the Council when the question was put shall give his vote, unless the Council for special reasons shall excuse him. All motions to excuse a member from voting shall be made before the Council divides, or

1 before the call of Yeas and Noes is commenced; and any member re-
2 questing to be excused from voting may make a brief and verbal
3 statement of the reasons for making such request, and the question
4 shall then be taken without further debate.

5 RULE NO. 9: Every motion shall be reduced to writing, if
6 the Chairman or a member desires it.

7 RULE NO. 10: When a question is under debate, no motion
8 shall be received by to adjourn, to lay on the table, for the pre-
9 vious question, to postpone indefinitely, to postpone to a day
10 certain, to recommit or amend; which several motions shall have
11 precedence in the order in which they stand arranged, and a motion
12 to postpone indefinitely being carried, the same shall not be act-
13 ed upon again.

14 RULE NO. 11: The unfinished business at which the Council
15 was engaged preceding adjournment shall have the preference in the
16 order of the day, and no motion or any other business shall be re-
17 ceived without special leave of the Council until the former is
18 disposed of.

19 RULE NO. 12: All bills amended on second reading shall
20 be engrossed by the Clerk.

21 RULE NO. 13: No amendment shall be received to a bill on
22 its third reading, but it may be referred or recommitted for the
23 purpose of amendment.

24 RULE NO. 14: When an ordinance shall pass, the Clerk
25 shall note the day of its passage at the foot thereof, and hand
26 it to the Chairman of the Council for signature, or in his absence
27 to the Chairman Pro Tem after which it shall be attested to by the
28 Clerk.

29 RULE NO. 15: The Council may go into Committee-of-the-
30 Whole at any time for the consideration of such matters as may be
31 referred to the Committee-of-the-Whole by the Council.

32 RULE NO. 16: The time of meeting of the Council shall be

at 9:30 a.m., on Monday of each week, unless otherwise ordered by the Council.

RULE NO. 17: Any member of the Council present at a meeting of any standing committee, though not a member thereof, shall be entitled to participate in the deliberations of such committee, but shall not be entitled to vote therein.

RULE NO. 18: The rules of Parliamentary Practice comprised in Roberts Rules of Order, Revised, in all cases in which they are not inconsistent with the standing rules and orders of the Council.

RULE NO. 19: All nominations and appointments requiring confirmation or approval of the Council shall be referred to the Committee-of-the-Whole, unless otherwise ordered by the Council.

RULE NO. 20: All sessions of the County Council shall be held at the County seat.

RULE NO. 21: At least seven(7) days after the introduction of a proposed ordinance, except an emergency ordinance, and prior to its adoption or enactment, the County Council shall hold a public hearing after due notice, to consider the proposed ordinance. Due notice shall mean, giving public notice, by notifying press, radio and television in the County of such public hearing and by posting a notice on the bulletin board outside the door of the County Council Chambers, and by such other means as may now or hereafter be provided by law or rule.

RULE NO. 22: Unless otherwise provided by ordinance, whenever the King County Council desires to dispose of any County property except: (1) when selling to a governmental agency, (2) when personal property to be disposed of is to be traded in upon the purchase of a like article, (3) when the value of the property to be disposed of is less than \$200, (4) when the Council finds as a fact in the ordinance, disposing of such property declares that an emergency to exist and sets forth the facts consti-

tuting such emergency; it shall publish notice of its intention to do so once each week during two successive weeks in three different legal newspapers published in the County. The notice must also be posted in a conspicuous place in the Court House. The posting and date of first publication must be a least ten(10) days before the day fixed for sale. In a case of real property, a notice shall also be posted upon the property.

RULE NO. 23: No ordinance which establishes a police or sanitary regulation shall be passed unless before its adoption, a public hearing has been held thereon by the Council of which at least ten(10) days notice has been given. The notice must meet all the requirements as specified in RULE 21 and in addition a notice must set out a copy of the proposed regulation; or if a code is adopted by reference the notice shall set forth the full official title and a statement describing the general purposes of such code. The notice shall also include the day, hour, and the place of hearing and must be given by publication in the newspaper in which legal notices of the County are printed.

RULE NO. 24: The Clerk shall post on the bulletin board, the time and place of meetings of all standing committees. All public hearings held by such committees shall be scheduled at least seven(7) days in advance and shall be given due notice as provided in RULE 21. All committees are authorized to hold public hearings on behalf of the Council upon the motion made during a regular session of the Council and approved by a majority of the Council. The Council, by a majority vote, may order such other hearings as they deem necessary.

Standing committees shall act upon all matters referred.

The committee chairman shall cause to be posted, at least one(1) day prior to all meetings, an Agenda of the meeting. Only the matters which are included in the published Agenda may be considered at the meeting. A majority of the entire membership of

the committee may order that another matter be considered, except a proposed ordinance. A proposed ordinance may be placed on the Agenda of the next meeting of the committee by a majority vote of those present. A majority of the committee may also establish the date of the next committee meeting, either by setting a date at a meeting of the committee or upon posting a notice as provided in these rules, signed by a majority of the members of the committee.

RULE NO. 25: A majority of any committee shall constitute a quorum for the transaction of business.

RULE NO. 26: Any member desiring to introduce a proposed ordinance, memorial, resolution, or motion having to do with the business of the Council, shall file the same with the clerk, who shall distribute it to the Council members. Said proposed ordinance, memorial, resolution, or motion shall be numbered and read at the next session. Proposed ordinances which intend to amend existing ordinances shall have the words which are amendatory underlined. Any matter to be deleted from the existing ordinance shall be indicated by lining out such matter with a broken line and enclosing the lined out material with double parenthesis. No proposed ordinance shall be printed or acted upon until the provisions of this rule have been complied with. New sections need not be underlined, but shall be designated "NEW SECTION", in upper case type and such designation shall be underlined.

An ordinance shall contain only one subject, which shall be included in the title. All proposed ordinances shall be in the following form:

PROPOSED ORDINANCE
NO. _____

AN ORDINANCE relating to (title

BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

Section 1:

1 RULE NO. 27: The first reading of a proposed ordinance
2 shall be by title only, unless three members demand reading in
3 full. After the first reading, proposed ordinances shall be re-
4 ferred to a committee. Upon being reported back by the committee,
5 all proposed ordinances shall be placed upon the second reading
6 calendar.

7 RULE NO. 28: A majority recommendation of the committee
8 must be signed by a majority of the entire membership of the com-
9 mittee and in a regularly called meeting before a proposed ordin-
10 ance, memorial, resolution or motion may be reported out. A ma-
11 jority recommendation of the committee may be do pass or do pass
12 as amended or "the attached substitute ordinance be do pass" Min-
13 ority reports do not pass, however, may be submitted with a major-
14 ity report. The minutes of the council shall contain an exact
15 copy of all the committee reports, together with the names of the
16 members signing such reports. The committees must act upon a mat-
17 ter within thirty(30) days after being referred to it for consid-
18 eration. If a committee fails to act, the matter shall automati-
19 cally be placed before the Council on second reading, unless a
20 majority of the members vote to postpone to a day certain for con-
21 sideration of the matter. No committee shall vote on any issue by
22 secret or written ballot.

23 RULE NO. 29: Upon second reading, the proposed ordinance
24 number, short title, and the last line of the proposed ordinance
25 shall be read unless the majority of the members present shall or-
26 der otherwise. Ordinances on second reading shall be subjected to
27 amendment section by section. No proposed ordinance shall be con-
28 sidered on second reading, unless the proposed ordinance is in-
29 cluded in the Agenda of the meeting of the Council. No amendment
30 shall be considered by the council until it shall have been sent
31 to the clerk in writing and read by the clerk. All amendments re-
32 jected by the council shall be passed to the clerk and the minutes

shall show such disposition of such amendments. When no further amendments shall be offered, the chairman shall declare the proposed ordinance is on final passage. The chairman shall then call for discussion on final passage. After discussion or if the previous question has been called, the chairman shall call for the yeas and nays. Any member may demand a roll call vote.

RULE NO. 30: When a committee reports back a substitute for a proposed ordinance with recommendation that the substitute pass, it shall be in order to read the substitute the first time and have the same reproduced. A motion for a substitution shall not be in order until the second reading of the proposed ordinance.

RULE NO. 31: The clerk shall furnish to members, sheets with a proper heading printed in blank, upon which amendment shall be written; and all amendments offered shall be on such blanks and bear the name of the member who offers the same, as well as the number of the bill to be amended.

RULE NO. 32: An amendment to a proposed ordinance made by a committee shall be in writing and attached to the original proposed ordinance. All committee amendments shall be given to each member of the council. When a proposed ordinance is before the council on the second reading, amendments adopted by the committee and recommended to the council, shall be acted upon by the council in the same manner as amendments that may be offered from the members.

RULE NO. 33: No motion or proposition on a subject different from that under consideration shall be admitted under color of amendment. No proposed ordinance shall be amended by annexing thereto, or incorporating therein, any proposed ordinance pending before the council.

RULE NO. 34: A veto message of the Executive accompanying any proposed ordinance passed by the council, together with the proposed ordinance vetoed, shall be read in the council. It shall

1 then be in order to proceed to the reconsideration of the pro-
2 posed ordinance, refer it, lay it on the table, or postpone its
3 consideration to a day certain. Amendments of the proposed or-
4 dinance may be debated before the vote is taken, but the vote on
5 a vetoed proposed ordinance cannot be reconsidered. In the case
6 of a proposed ordinance containing several sections or
7 items, one or more which have been objected to by the Executive,
8 each section or item so objected to shall be voted upon separately
9 by the council. Action by the council upon all vetoed ordinances
10 shall be endorsed upon the proposed ordinance and certified by
11 the chairman.

25 EH/JH/cj
26 10-8-69